



D4 Small Business Council Meeting Minutes

DATE: October 16, 2018

TIME: 1:00- 2:30pm

LOCATION: District 4, Executive Conference Room-15-240, 111 Grand Ave., Oakland, CA

<u>D4 CALTRANS STAFF:</u> Lenka Culik-Caro, DDD Design Damien Harris, Business Mgmt. Ayanna Nobles, SBP Robert Kobal, Construction Deo Blas, Consultant Services Stan Ng, Maintenance Khalilah Smith, SBP Derek Sampson, SBP <u>HQ/AGENCY STAFF:</u> Janice Salais, OBEO Lea M. Simpson, OBEO Damon Dorn, OBEO Daniel Burke, Local Asst. CT	<u>MEMBERS (Present/Absent)</u> Arvin Chaudhary (A) Diana LaCome (A) Eddy Lau (P) Frederick Jordan (A) Paul Guerrero (P) Peter Ramirez (A) Shari Tavafrashti (A) Danny Garza (P)	<u>REPRESENTING</u> ACEC CA NCA AAAE SFAACC La Raza Roundtable SDVOC WTS M.A.P.A
	<u>ALTERNATES (Present/Absent)</u> Anthony DeVenuta (A) Charissa Frank (P) Dr. Caesar Churchwell (A) Ellen Lee (A) Miguel Barragan (A) Raewyn Butcher (A) Victor Garza (A)	<u>REPRESENTING</u> SDVOC WTS SFAACC AAAE NCA ACEC CA La Raza Roundtable
	<u>GUESTS:</u> Lamar Heystek Eric Quales Rick Quales	<u>REPRESENTING:</u> Asian American Construction Assoc. Foundation Soil Stabilization Inc. Foundation Soil Stabilization Inc.

Item #1: Introductions

Deputy District Director, Lenka Culik-Caro, welcomed everyone to the October meeting on behalf of Tony Tavares, the District 4 Director and informed the council that the director's absence was due to a prior engagement in San Jose. Ms. Lenka Culik-Caro, thanked the attending Council members for coming and spoke on the importance of the small business program. Ms. Lenka Culik-Caro, lead us through the agenda.

Item #2: Approval of Minutes

Meeting minutes approval tabled until later when all attending council members arrive to quorum.

Item #3: District 4 Updates

Construction Update:

Ms. Lenka Culik-Caro, introduced, Mr. Robert Kobal who presented the Construction report. Mr. Kobal reported that there are 24 *Advertised and Upcoming Projects*, totaling approximately \$119M. He reported that there are 4 projects *Currently Awaiting Award*. One project has a DBE Certification, project 04-2A2511 Construct highway planting and unlined ditch valued at \$858K. Under *Projects Awarded*, he mentioned there are 3 projects valued at 5.1M. All are exceeding DBE – DVBE goals. Mr. Kobal reported that there are 10 *Projects Ready to List but Not Funded for Advertisement Yet*, valued at \$103M, and referred to the 6 *PS&E projects* valued at 13M.

Maintenance Update:

Ms. Lenka Culik-Caro, introduced Mr. Stan Ng who provided the Maintenance report. Mr. Ng reported on F/Y 2018/19, there are 7 contracts on the *Director's Order Force Account/ELB* that total approximately \$22M. He explained 12% awarded to SBE'S, 35% awarded to Non-SBEs, 53% not yet awarded. He reported the *District Director's Orders Force Account*, contracts approved at the District level, for F/Y 2018/19, are 8 contracts totaling 1.8M, with 62% awarded to SBEs, 25% awarded to Non-SBE's, and 13% not yet awarded.

Design Update:

Ms. Lenka Culik-Caro, presented the Design Report. Ms. Culik-Caro reported 6 *Proposed Minor B Projects for Small Businesses, FY 2018/19*. She referred to lines 3-6 the small Maintenance projects, 0P080, 2Q120, 2Q130, 2Q270, have new engineer cost estimates. Continuing to proceed to submittal to DPAC February 2019. Paul Guerrero asked a question regarding the public works contract code section referencing Minor B Contracts. Ms. Culik-Caro's, [Action Item #2018-10] What is the Public Contract Code Section that authorizes Minor B contracts?

A&E Update:

Ms. Lenka Culik-Caro, introduced Mr. Deo Blas to provide the A&E Report. Mr. Blas reported on the 17 *Recently Executed A&E Contracts* valued at \$61.9M. He mentioned that 14 of the contracts were awarded to Calmentor Members and 4 contracts awarded to DBE's; projects 04-A4995, 04-A5420, 04-A5527 and 04-A5483. 1 contract; 04-A45020 awarded to a DVBE, 2 contracts; 04-A5045, and 04A5324 with SBE and DVBE goals. He reported 1 contract 04-A5324 is an on-call contract a project initiation document (PID) which has SB1 funds connected to it. He reported there were 14 *recently executed Non- A&E Contracts* valued at \$47.7M. He mentioned that 11 contracts have been awarded to SBE Primes, 3 contracts 04-A4865, 04-A4866, and 04-A5390 awarded to DBE Primes. 5 contracts reported to have 100% SBE goals. Mr. Blas reported there were 5 *Upcoming New A&E Contracts*. 3 contracts have completed the advertisement phase waiting execution of contract. 1 contract 04New557-18 will be advertised in October 2018. He reported that there were 8 *Upcoming New Non- A&E Contracts*. One contract 04-NEW550-18) has a 100% SBE goal. Mr. Blas reported on the *Federal Funded Contracts identifiable DBE dollars*, he reported the total DBE goal is at 29.39%. He also reported on the *State Funded Contracts identifiable DVBE, and SBE dollars*, DVBE is currently at 19.45% and SBE is 35.51%. He concluded his report with an update on the Calmentor/Mentor-Protégé Program, 60 pairs: 59 Graduates with 1 active pair. He mentioned there are five pairings in process.

OBEO Update

Ms. Lenka Culik-Caro, introduced Mr. Damon Dorn to report the OBEO Update. Mr. Dorn reported on the New overall DBE Goal for Federal Fiscal Years 2019-2021. Caltrans DBE goal is 17.6% with a 13.4% race-conscious; and 4.2% race-neutral combined goal. He reported Caltrans *DBE participation* overall numbers, Caltrans has awarded 592 FHWA assisted contracts in fiscal year 2018 valued at 2.4B. The DBE commitment at award for the 592 contracts is 356M. or 14.78%. 64 of the 592 contracts were awarded to DBE Primes. He reported the *SBE/ DVBE Participation* totals, through the 2017/18 State Fiscal Year end. Caltrans awarded a total of \$1.7B. in state funded contracts and procurement. SBE participation 28.51%, and DVBE participation 4.92%. Mr. Dorn reported on the *DBE Supportive Services Contracts*, Northern Region Humboldt State has enrolled 26 certified DBE's District 4 conducted a DBE workshop in September attended by 34 Small Businesses. Central Region CSU Fresno Foundation has enrolled 8 certified DBE's, Southern Region Mira Costa Community College District has enrolled 31 certified DBE's. Regarding the *On-the-Job Training Supportive Services Contract (OJT/SS) apprenticeship* program, He reported 10 students participated in the Field Ironworker Apprenticeship Training Program's first pre-apprenticeship "boot camp" All ten apprentices are currently working with journeyman-level ironworkers. The Field Ironworker Apprenticeship Training Program (women only) will hold its first class in February/March 2019. The Construction Workforce Pilot Program contract became effective September 1, 2018. With 100 recruits participating in the first orientation. This pilot program will assist individuals, including disadvantaged persons, to meet the urgent need for qualified workers in the Southern California area.

Tabled Item #2: Approval of Minutes

August 21st, 2018 Minutes: **Opposed:** None. Approved by consensus

Small Business Update

Ms. Lenka Culik-Caro, introduced Ms. Ayanna Nobles to provide the Small Business Update. Ms. Nobles reported since the last Council meeting, Small Business Program (SBP) has taken part in nine events, On August 30th, 2018, SBP attended two OBEO events, the Iron Worker Apprenticeship Program, Benicia CA, and the DSBL Manager's meeting, Santa Ana CA. On September 4th, 2018 SBP attended DGS public meeting for Proposed Actions in Public Works Contracts Sacramento CA. On September 11th, 2018 SBP attended Kiewit's Small Business Team Outreach Burlingame CA, September 14th SBP attended SF Procurement Day Hosted by NorCal PTAC San Francisco CA. On September 19th SBP participated in a panel discussion at Sonoma County Back to Business Hosted by NorCal PTAC Workshop, Petaluma CA. September 20th SBP attended as an exhibitor the Meet the Primes SB workshop Gilroy CA, September 27th SBP attended as an exhibitor at the NorCal PTAC Contracting with California State Government event Fairfield CA. Lastly on September 28th SBP in partnership with NorCal PTAC held a DBE Certification Workshop, District 4 Oakland CA.

Item #4: Review of Action Items

Mr. Harris reported on the open Action Items. He reported there are two open action items. The first **Action Item #2018-08**, Mr. Solis to follow up on the coordination of Council Member Danny Garza's contact information to the California Hispanic and African American Chamber of Commerce, and to the OBEO/OJT/SS women's Iron Worker contract manager. This action item is closed. The second **Action Item #2018-09**, Mr. Solis to identify a Speaker from the Division of Local Assistance to provide information regarding the tracking of SBE, DBE, and DVBE goals of SB1 Funds to Local Agencies. The action was amended to include a tracking report of DBE participation numbers from Local Agencies.

District 4 Small Business Council Action Items as of October 16, 2018:

No. / Starting Date / Assignee			Item Description (Originator)
#2018-08 Closed	8/21/18	Mario Solis	To follow up on the coordination of Council Member Danny Garza's contact information to the California Hispanic and African American Chamber of Commerce, and to the OBEO/OJT/SS women's Iron Worker contract manager.
#2018-09 Open	8/21/18	Mario Solis	Division of Local Assistance to provide a report regarding the tracking of DBE goals.
#2018-10 Open	10/16/18	Lenka Culik-Caro	What is the Public Contract Code Section that authorizes Caltrans Minor B contracts?
Item #5: Action Items to be Referred to State Wide Council			
# SW-2018-01 Open	4/17/18	Francisco Padilla	To look back 5 years at DBE Primes, and SBE Primes to check the data base of the A&E selection list, as to the frequency of work given to the same sub-contractor.
#SW-2018-02 Open	4/17/18	Eddy Lau	Creation of question for State Wide Council, regarding the penalty for a Prime when using the 25% SBE getting the 5% preference then not meeting the goal. What are the penalties?

Item #6: New Business

No New Business

Item #7: Adjourn

Ms. Lenka Culik-Caro, adjourned the October meeting and informed council the next meeting would be on Tuesday, December 18th, 2018

The D4 SBC meets every other month in the Executive Conference Room 15-240, 111 Grand Avenue, Oakland, CA 94612. Meetings begin at 1pm and run until about 2:30pm.

2018 D4 SBC Upcoming Meeting Schedule	
December 18th	